DOCUMENT RESUME

ED 422 568 CS 216 442

AUTHOR	Goldstein, Norm, Ed.
TITLE	The Associated Press Stylebook and Libel Manual. Fully Updated and Revised.
ISBN	ISBN-0-201-33985-4
PUB DATE	1998-00-00
NOTE	343p.; Supercedes earlier edition, see ED 382 980.
AVAILABLE FROM	Perseus Books, HarperCollins Publishers, 10 East 53rd Street, New York, NY 10022 ($15).
PUB TYPE	Guides - General (050) -- Guides - Classroom - Learner (051)
EDRS PRICE	Document Not Available from EDRS.
DESCRIPTORS	*Copyrights; *Grammar; *Language Usage; *Libel and Slander; *Punctuation; Spelling; Writing Skills; *Written Language
IDENTIFIERS	Associated Press; *Associated Press Stylebook; Freedom of Information Act; Stylistics

ABSTRACT

Pointing out that the style of the Associated Press (AP) defines clear writing, this revised edition of the practical and much-used AP stylebook is designed to be an essential handbook for all writers, editors, and students. The stylebook contains over 5000 entries laying out the AP's rules on grammar, spelling, punctuation, and usage. It gives the references needed to write about the world today: correct names of countries and organizations, language to avoid, and common trademarks--special sections cover business and sports reporting. This revised edition also contains crucial advice on how writers can guard against libel and copyright infringement. The stylebook begins with a foreword and then is divided into chapters titled: Stylebook; Libel Manual; Copyright Guidelines; Freedom of Information Act; Photo Captions; Filing the Wire; Filing Practices; Proofreaders' Marks; and About the AP. The stylebook has been organized like a dictionary and a key is provided. (NKA)

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